

MINUTES

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
STEERING COMMITTEE MEETING
August 8, 2018 - 1:30 p.m. - Garfield County Courthouse
Upstairs Conference Room, 55 South Main Street
Panguitch, Utah**

MEMBERS IN ATTENDANCE

Commissioner Jim Matson, Chair
Commissioner Mike Dalton
Mayor Nolan Davis
Carolyn White
Commissioner Jerry Taylor
Mayor Jeff Stock
Frank Houston
Commissioner Dale Brinkerhoff
Mary Ann Kemp
Mayor John Bramall
Terry Hutchinson

OTHERS IN ATTENDANCE

Representative Lowry Snow
Courtney Brinkerhoff
Adam Snow
David Busk
Jordan Katcher
Marsha Holland
Bryan Thiriot
Gary Zabriskie
Allison McCoy
Nathan Wiberg

MEMBERS NOT IN ATTENDANCE

Mayor Maile Wilson-Edwards
Mayor Robert Houston, Excused
Lisa Livingston
Commissioner Victor Iverson
Frank Lojko
Donna Law

REPRESENTING

Kane County Commission Representative
Beaver County Commission Representative
Beaver County Mayor Representative
Beaver County Schools Representative
Garfield County Commission Representative
Garfield County Mayor Representative
Garfield County Schools Representative
Iron County Commission Representative
Iron County Schools Representative
Washington Co. Mayor Representative
Washington Co. Schools Representative

Utah State House of Representatives
Senator Hatch's Office
Congressman Stewart's Office
Department of Workforce Services
Permanent Community Impact Board
Citizen
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments

Iron County Mayor Representative
Kane County Mayor Representative
Kane County Schools Representative
Washington Co. Commission Representative
Dixie State University
Southern Utah University

Commissioner Jim Matson, Chair, led the group in the Pledge of Allegiance and called the meeting to order at 1:30 p.m. Introductions were provided by those in attendance.

I. MINUTES JUNE 13, 2018 STEERING COMMITTEE MEETING - REVIEW AND APPROVE

Commissioner Jim Matson acknowledged that a quorum was present to conduct business, and presented minutes of the June 13, 2018 meeting for discussion and consideration of approval.

Mayor John Bramall provided corrections to the minutes as follows: Agenda Item # VII., page 4, first sentence to read, "Mayor John Bramall cited an example where the ~~National Park Service~~ Bureau of Land Management...." The third sentence to read, ".....completed on ~~State Route 17~~ State Route 7....", and the fifth sentence to read, "..... ~~Beaver County Law Enforcement~~ Beaver and Iron County Law Enforcement...."

MOTION WAS MADE BY MAYOR JOHN BRAMALL, SECONDED BY MAYOR JEFF STOCK, TO APPROVE MINUTES OF THE JUNE 13, 2018 MEETING WITH CORRECTIONS PROVIDED. MOTION CARRIED BY UNANIMOUS VOTE.

II. FINANCE COMMITTEE ACTIONS - REVIEW AND RATIFICATION

A. AUGUST 7, 2018 MEETING

Mr. Bryan Thriot reported that the Finance Committee meeting was held yesterday to discuss AOG representation on the Utah Association of Counties and Utah Permanent Community Impact boards and to consider a personnel action. The personnel action approves an hourly increase for Luis Escobar, part-time Community Action Data Specialist, from \$10.94 per hour to \$12.93 per hour. Mr. Thriot asked for ratification of the personnel action as approved by the Finance Committee.

MOTION WAS MADE BY COMMISSIONER JERRY TAYLOR, SECONDED BY MAYOR JOHN BRAMALL, TO APPROVE THE FINANCE COMMITTEE ACTION FOR LUIS ESCOBAR AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

III. UTAH PERMANENT COMMUNITY IMPACT FUND BOARD (CIB) REPRESENTATIVE - DISCUSS AND APPROVE

Mr. Gary Zabriskie provided copies of the Utah Code outlining how the CIB board is formulated and what is necessary to replace a member on the Board. Commissioner Jim Matson was selected by the Steering Committee in 2016 to serve a full term as the Five County AOG representative through July 2020. However, he will no longer be serving as a commissioner for the remainder of the term beginning in January 2019. This necessitates selection of a new AOG representative by the Steering Committee to serve beginning in January for the remainder of the unexpired term of Commissioner Jim Matson. The back side of the handout contains a list of CIB Board members throughout the state as of June 2018. Mr. Zabriskie explained that the Board contains statutory positions as well as nominated positions, and he reviewed the current board composition. Traditionally, the AOG representative has been a county commissioner.

MOTION WAS MADE BY COMMISSIONER JERRY TAYLOR, SECONDED BY MAYOR NOLAN DAVIS, TO NOMINATE COMMISSIONER MIKE DALTON, BEAVER COUNTY, TO SERVE AS THE AOG REPRESENTATIVE ON THE PERMANENT COMMUNITY IMPACT BOARD FOR THE REMAINDER OF COMMISSIONER JIM MATSON'S TERM THROUGH JULY 2020. MOTION CARRIED BY UNANIMOUS VOTE.

IV. UTAH ASSOCIATION OF COUNTIES (UAC) REPRESENTATIVE IN 2019 - DISCUSS AND APPROVE

Commissioner Jim Matson, Chair, entertained a motion for approval of Commissioner Jerry Taylor to serve as the AOG representative on the Utah Association of Counties (UAC) Board.

MOTION WAS MADE BY COMMISSIONER MIKE DALTON, SECONDED BY COMMISSIONER DALE BRINKERHOFF, TO NOMINATE COMMISSIONER JERRY TAYLOR TO SERVE AS THE NEW AOG REPRESENTATIVE ON THE UTAH ASSOCIATION OF COUNTIES (UAC) BOARD. MOTION CARRIED BY UNANIMOUS VOTE.

Commissioner Jim Matson recognized Representative Lowry Snow and moved to Agenda Item # VII. State Updates to afford the opportunity for him to provide a legislative report.

VII. STATE UPDATES

Representative Lowry Snow provided a brief update on the Legislative Session and legislation passed that is good for the Five County region and rural Utah. This includes local economic development incentives provided through the Governor's Office of Economic Development (GOED). These pieces of legislation include monitoring and tracking that will allow the legislature to review Resulting benefits. It is also hoped that these initiatives will encourage high tech companies on the Wasatch Front to expand to southern and rural Utah locations.

Mr. David Busk, Department of Workforce Services (DWS), provided an update on programs operated by the Department of Workforce Services. DWS is partnering with Utah State University on a pilot program aimed to reach out and educate rural communities to offer training that will facilitate participation in online job opportunities. This pilot program will be offered in Beaver, Carbon, Daggett, Emery, Garfield, Grand, Iron, Kane, Piute, San Juan, Sanpete, Sevier, Uintah, Washington, and Wayne counties. This will include sharing information, creating awareness of online free-lance jobs, how to look for these jobs, provide training to better qualify for jobs, one-on-one mentoring, etc. Information will be shared with schools, communities, and others upon request. Their website now includes all online work from home job opportunities across the nation. Suggestions and/or comments are welcomed by DWS.

Ms. Jordan Katcher, CIB Community Development Fund, introduced herself as the new community development specialist assigned to the Five County region. Her position is based out of Salt Lake City, but communities and/or board members can reach out to her for assistance.

VIII. CONGRESSIONAL STAFF UPDATES

Ms. Courtney Brinkerhoff, Senator Hatch's Office, reported that the Suicide Hotline Bill has passed the House and Senate and is about to become law. This will allow individuals who are suicidal to call a three digit number similar to 911 rather than a long 1-800 number. However, the number to call has yet to be determined. Senator Hatch and staff assisted

Dixie State University in obtaining \$2 million dollars for their Innovation Plaza. The recent funding bill includes \$3.3 million for the Community Development Block Grant program. The Supreme Court nominee Judge Kavanaugh will be a top issue moving forward through September.

Mr. Adam Snow, Congressman Stewart's Office, reported that Congressman Stewart was in the area last week and hiked in Garfield County below Calf Creek Falls. He is trying to build a coalition to support his bill dealing with the Garand Staircase Escalante National Monument. A wild horse roundtable was held the next day in Salt Lake to address wild horse issues in Beaver and Iron counties. Several groups including the humane society, ASPCA, wild horse conservation groups, animal associations, Farm Bureau, etc. were represented at the meeting. Group discussions produced a lot of agreement in terms of what needs to be done to address over population of the herds. Two town hall meetings were also held last week in Washington County. He reported that there are compelling reasons to locate the BLM headquarters in Utah, but proximity to a major airport is a big deal. Recommendations can be made to Governor Herbert with compelling reasons for locating the office in counties such as Washington, Iron, etc.

V. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM - FY 2019 POLICIES AND RATING AND RANKING CRITERIA FOR THE FIVE COUNTY REGION - REVIEW AND APPROVE

Mr. Nate Wiberg, Five County AOG Community Planner, referenced pages 8-24 of the meeting packet containing the proposed criteria for FY 2019. An email was sent out to all mayors, county commissioners, city managers and county clerks outlining some of the proposed changes to the criteria. No comments and/or suggestions for improving the rating and ranking criteria were provided. Proposed changes were reviewed as follows: **1) General Policies #6--** Added sentence regarding HUD eligible construction activities; **2) General Policies #9--** Capital Improvement lists due date Friday, January 4, 2019; **3) General Policies #16 Housing Related Projects--** Sentence was separated into bullet points for better ease of reading by applicants. Wording was added to the first bullet point to include and/or eligible limited clientele housing. Wording was added to the second bullet point to include showing documentation that they can carry out the project within HUD's allotted time line. Wording was added to the third bullet point to include acquisition of real property; **4) General Policies #20--** This is a new policy added to deal with applicants that choose to not undertake the project in a time frame that will allow for redistribution of funds toward another project in the Five County region, during the same program year, will be prohibited from re-applying in the future for the same project. Mr. Wiberg read the entire criteria to provide clarification on other issues and/or request for an exception by the Rating and Ranking Committee (R&RC). Mr. Gary Zabriskie explained why this criteria was added and provided an example of funding that was turned back by a jurisdiction. Had the funding been turned over in a timely fashion, another project (Virgin Town) would have been able to receive full project funding. Those funds (approximately \$95,000) now go back to the state of Utah for reallocation; **5) How-to-Apply Application Workshop Attendance Policy--** Some minor wording was changed to avoid confusion; **6) FY 2019 Regional Prioritization Criteria and Justification--** Remained the same as last year. This prioritization is determined by the Executive Director with consultation of the AOG Finance Committee; and **7) FY 2019 CDBG Rating and Ranking Criteria and Applicant's Project Score Sheet--** Criteria #3 on previous year rating and ranking dealt with job creation as a

result of the project. This criteria was eliminated because State policy is in place where only AOGs can make application for economic development projects, and very few projects ever created permanent jobs. The worksheet for criteria #18 is contained in the packet on page 23 and it is important that applicants provide backup documentation with their application. Staff will not search for documentation but will hold applicants accountable to provide this information. Proactive planning will be rewarded, but applicants must provide necessary documentation for consideration. Worksheet 19 contained on page 24 of the meeting packet includes wording on #1 ".....actively involved in the application process", and applicant provided evidence was added to #2 to determine if the project manager has the capacity to carry out the project in a timely manner. This is to make the process as objective as possible. Detailed architectural/engineering reports, design/plans prepared was included on two worksheets. It was eliminated from one, and it is now included only on Worksheet 18. Things that were redundant have been eliminated, and other wording has been clarified throughout the criteria. Approximately \$760,000 in 2018 funding was received by the AOG for allocation to projects throughout the Five County area. Communities must be low-income eligible in order to make application for community wide projects, but site specific projects can be accomplished with certification of a site specific low-income survey. Mr. Gary Zabriskie explained that some projects such as senior citizen centers are considered categorically eligible and these do not require a certified low-income survey. Mr. Wiberg is available to discuss potential CDBG projects and eligibility for CDBG funds.

MOTION WAS MADE BY COMMISSIONER JERRY TAYLOR, SECONDED BY MR. FRANK HOUSTON, TO APPROVE THE FY 2019 COMMUNITY DEVELOPMENT BLOCK GRANT POLICIES AND RATING & RAKING CRITERIA FOR THE FIVE COUNTY REGION. MOTION CARRIED BY UNANIMOUS VOTE.

VI. APPROVE COMPREHENSIVE STUDY OF THE EFFECT OF PHYSICAL RELOCATION OF DIXIE METROPOLITAN PLANNING ORGANIZATION (DMPO) AND IRON COUNTY RURAL PLANNING ORGANIZATION (ICRPO) TO ALTERNATIVE LOCATION(S) - RESOLUTION

Mr. Bryan Thiriot explained that the resolution was presented to the Finance Committee during the June 13, 2018 meeting in Beaver for their consideration. However, the governing body (Steering Committee) is the only body that can pass a formal resolution. Commissioner Victor Iverson asked for consideration of the resolution and he is not in attendance to provide answers to any questions that may be asked. Mayor John Bramall commented that he serves as a member of the Dixie Transportation Executive Council (DTEC) which operates and funds projects in Washington County only. He questioned why this would be an item presented to the Five County AOG Steering Committee for action.

MOTION WAS MADE BY COMMISSIONER MIKE DALTON, SECONDED BY COMMISSIONER JERRY TAYLOR, TO TABLE THIS AGENDA ITEM UNTIL COMMISSIONER VICTOR IVERSON IS IN ATTENDANCE TO DISCUSS THE RESOLUTION. MOTION CARRIED BY UNANIMOUS VOTE.

VII. STATE UPDATES

Covered after Agenda Item # IV.

VIII. CONGRESSIONAL STAFF UPDATES

Covered after Agenda Item # IV.

IX. SOUTHERN UTAH UNIVERSITY AND DIXIE STATE UNIVERSITY UPDATES

Representatives of SUU and DSU were not in attendance.

X. LOCAL AFFAIRS

A. AREA-WIDE CLEARINGHOUSE REVIEWS

Mr. Gary Zabriskie referenced seven A-95 reviews contained on pages 26-32 of the meeting packet. Reviews one through six have supportive recommendations and number seven on page 32 has a conditionally supportive recommendation. A number of the reviews contained in packet are for the sale of State Trust Land parcels in various locations. All counties have responded with their support on the reviews with the exception of the Sugar Knoll Trust Land Sale Parcel located in Kane County. Commissioner Mike Dalton asked that comments for Beaver County be changed on the Smithfield to Kern River Product Gas Pipeline to state that SITLA require reciprocal easements from Smithfield for roadways and power lines that cross their property in close proximity to the pipeline to access the Folger project that is on SITLA land. Mr. Zabriskie noted that comments on the Kane County review were from county meeting minutes and media coverage of the meeting. The concern was for road and trail access and easements through this area. It is also recommended that Kane County also send a separate letter to SITLA to adequately address any concerns about road closures and easements.

MOTION WAS MADE BY MR. TERRY HUTCHINSON, SECONDED BY MAYOR JOHN BRAMALL, TO APPROVE SUPPORTIVE A-95 REVIEW ACTIONS FOR ITEMS ONE THROUGH SIX, SUBJECT TO ADDITIONAL REQUIREMENTS STATED FOR THE SMITHFIELD REVIEW IN BEAVER COUNTY AND APPROVAL OF THE CONDITIONALLY SUPPORTIVE REVIEW FOR SUGAR KNOLL IN KANE COUNTY. MOTION CARRIED BY UNANIMOUS VOTE.

B. CIB APPLICATION REVIEWS

Mr. Gary Zabriskie reported that there are no CIB applications for review. The second trimester application deadline is October 1, 2018. Applications for a 100% loan from CIB are generally approved without question.

C. OUT-OF-STATE TRAVEL APPROVALS

Mr. Bryan Thiriot referenced four out-of-state travel requests contained on pages 33-49 of the packet for Clint Cottam, Cindy Rose, Myron Lee and Curt Hutchings. Clint Cottam is requesting authorization to attend CSBG-related training at the National Community Action Partnership 2018 Annual Convention in Denver, Colorado on August 28-31. Utah CAP and the state of Utah will pick up all costs for this travel. AOG policy requires formal approval of all out-of-state travel.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY MAYOR JOHN BRAMALL, TO APPROVE THE OUT-OF-STATE TRAVEL REQUEST FOR CLINT COTTAM AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Bryan Thiriot presented a request for Cindy Rose to attend the Youth Volunteer Corps (YVC) Summit in Charleston, South Carolina on November 2-3, 2018. Travel funds are provided from their annual yard sale fund-raiser.

MOTION WAS MADE BY MAYOR JOHN BRAMALL, SECONDED BY MS. CAROLYN WHITE, TO APPROVE OUT-OF-STATE TRAVEL FOR CINDY ROSE TO ATTEND THE YVC SUMMIT AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Thiriot referenced out-of-state travel requests for Myron Lee and Curt Hutchings to attend the 2018 Annual Conference of the Association of Metropolitan Planning Organizations (AMPO) to be held in San Antonio, Texas on September 24-28, 2018. One staff person attends the urban tracks and the other attends the rural tracks. Travel funds for these two individuals are provided by the Dixie MPO. Five County serves as the fiscal agent for the Dixie MPO.

MOTION WAS MADE BY MAYOR JEFF STOCK, SECONDED BY MAYOR NOLAN DAVIS, TO APPROVE OUT-OF-STATE TRAVEL REQUESTS FOR MYRON LEE AND CURT HUTCHINGS TO ATTEND THE 2018 AMPO CONFERENCE AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

D. CORRESPONDENCE

Mr. Bryan Thiriot reported that the Five County Economic Development District is operated through the Five County Association of Governments. Because of this designation, Dixie State University was able to make application for seed funding from the Economic Development Administration for their Innovation Center. DSU has been awarded \$1.75 million dollars for this project.

In addition, the geothermal site was announced in Beaver County. Commissioner Mike Dalton explained that this will be an innovative research center to determine if geothermal power can be produced. A \$140 million dollar grant was provided by the U.S. Department of Energy to the University of Utah for a geothermal lab in Beaver County. It was noted that this is in the same vicinity as the Smithfield project reviewed as an A-95.

E. DISCUSSION OF LOCAL ISSUES

The next Steering Committee meeting is scheduled for Wednesday, October 10, 2018 at the Heritage Center in Cedar City located at 105 North 100 East in Cedar City at 1:30 p.m. The annual meeting schedule for 2019 will be coordinated by Bryan Thiriot in conjunction with the Behavioral Health and Public Health departments.

XI. ADJOURN

Being no further business, the meeting adjourned at 2:50 p.m.

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